

Sanitized - Approved For Release :
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Report for Week Ending 19 December 1956
from
PROJECT STAFF

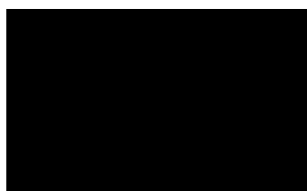
Projects 4-83, 4-84, 4-96, 5-59, 5-68

No change from previous report.

General Information

The following persons from ORR visited the repository last week to code Services Division materials:

25X1A9a



Services Division
Services Division
Support Staff
Special Assistant to
Assistant Director for ORR

On Thursday, 13 December, the following DD/P personnel visited the repository: 25X1A9a

Mr.
Mr.
Mr.
Mr.
Mr.
Mr.
Mr.
Miss



Another meeting of the New Building Furniture Committee was held to review the layouts with modular furniture prepared for a selected DD/I Area. However, the architects had not completed their part of this assignment. The architects did have a modular layout for a typical DD/P Branch which the Management Staff representatives was requested to analyze and submit recommendations on. The Supply Division will then request one of the major modular furniture suppliers to make a layout for the Committees review.

Four employees suggestions were evaluated.

Following our consultation with the Area Records Officer and other representatives of OTR, they have installed the mail control system developed by this office.

25X1A9a

